

## CITY COUNCIL AGENDA

### 1. Call To Order

### 2. Roll Call

### 3. Meditation And Pledge Of Allegiance To The Flag

### 4. Consent Agenda - Approval Of Staff Recommendations

*(Items on the Consent Agenda [marked by \*] will be approved as recommended by staff, subject to removal from the Consent Agenda by Council.)*

### 5. Approval Of Agenda And Additions

### 6. Presentations

#### o. National Board Certified Teacher:

Josephine Michael, a teacher at Eleanor Roosevelt High School, obtained her National Board Certification this school year. The National Board for Professional Teaching Standards offers this advanced professional certification to recognize and reward highly accomplished educators who meet its high standards. National Board Certification takes one to three years to complete and is achieved through a rigorous performance-based assessment of a teacher's skills and content knowledge.

Ms. Michael has been invited to attend tonight's meeting. (CM)

Documents: [TEACHERS.PDF](#)

#### o. Anacostia Trails Heritage Area Update

Aaron Marcavitch, Executive Director of the Anacostia Trails Heritage Area, will provide an update on the organization. (CM)

#### o. Earth Day Proclamation:

This year marks the 44<sup>th</sup> Anniversary of Earth Day. Kim Walsh, representing the Chesapeake Education Arts Research Society (CHEARS) will be present to accept the proclamation and give an overview of this year's Earth Day plans. (CM)

Documents: [EARTH DAY.PDF](#)

#### o. Arbor Day Proclamation:

In keeping with its designation as a "Tree City USA," Greenbelt issues a proclamation annually in recognition of Arbor Day. This year Arbor Day will be celebrated by the City in conjunction with its Earth Day event and Public Works Open House on Saturday, April 26. Brian Townsend, the City's Arborist, and Charles Jackman, Chair of the Advisory Committee on Trees, will be present to accept the proclamation and give an overview of this year's Arbor Day plans. (CM)

Documents: [ARBOR DAY.PDF](#)

#### o. Animal Control Presentations

Emily Mansilla, owner of Grooming by Em dog groomers, and Theodore (Theo) Luce will be recognized this evening for their services to the Greenbelt Animal Shelter. Celia Craze, Director of Planning & Community Development, will be present.

Documents: [ANIMAL\\_CONTROL.PDF](#)

### 7. Public Hearing-Greenbelt Station South Core - Special Tax District

As a condition of the 2006 annexation of the Greenbelt Station South Core area, the City entered into an agreement setting forth parameters for the City to provide public funds for the construction of a north-south connector road. One alternative for providing such financing was for the City to issue bonds payable from no more than 50% of the increase in incremental tax revenues for that area and from a back-up special tax on properties in that area.

The first steps required to establish the preconditions for any such financing are for the City to designate a contiguous area as a tax increment financing development district to specify the properties from which tax increment revenue can be derived to pay taxes on such bonds and to designate the same contiguous area as a special taxing district in which special taxes can be levied and collected to support such bonds if the tax increment revenue is insufficient.

NVR MS Cavalier Greenbelt, LLC ("NVR MS"), NVR, Inc., d/b/a NVHomes ("NVHomes"), and NVR, Inc., d/b/a Ryan Homes ("Ryan Homes" and, collectively with NVR MS and NVHomes, the "Owners"), are the owners of the real property described in the Resolution (the "Property"). The Property forms a contiguous area and is located entirely within the geographic boundaries of the City. The Owners and Atapco Properties, Inc. (collectively the "Petitioners"), have proposed that: (1) the entire Property be designated as a development district and the entire Property be designated as a special taxing district; (2) any bonds issued to finance or reimburse the costs of the public improvements be repaid in the first instance through real property tax revenues allocable to the tax increment with respect to the Property; and (3) if the assessed valuation of the Property in any year is not sufficient to generate tax increment revenues so that 50% (or such lower percentage as may be determined by the City) of such tax increment tax revenues will be at least equal the amount necessary to repay such bonds, the City will impose special taxes or ad valorem taxes on the Property to repay the bonds.

The Petitioners have submitted to the City a request entitled "Request to Create and Establish a Special Taxing District, Levy and Impose Special Taxes on the Property in the Special Taxing District, and Issue Special Obligation Bonds" (the "Request"). The Petitioners represented and warranted in the Request that, as required by the Special Taxing District Act, they are (i) the owners of at least two-thirds of the assessed valuation of the real property located in the proposed special taxing district and (ii) at least two-thirds of the owners of the real property located in the proposed special taxing district.

Council held a work session on the establishment of a TIF district and a special taxing district for the South Core on March 5, 2014. It was noted at the work session that property values in the South Core will increase as those properties are improved. Establishing the TIF district now would establish a base value which would be used in calculating future tax increments.

On the agenda later in the meeting is a Resolution to Establish the Special Tax District for Greenbelt Station South Core. The Resolution expressly provides that the City does not, by the adoption of the Resolution, obligate itself to authorize or issue any tax increment financing bonds; it is only the first step if future funding is to be made available.

This Public Hearing is required prior to the adoption of the Resolution. (MM)

## **8. Petitions And Requests**

*(Petitions received at the meeting will not be acted upon by the City Council at this meeting unless Council waives its Standing Rules)*

## 9. \*Minutes Of Council Meetings

- o. Statement For The Record – Executive Session Of March 26, 2014

Ms. Davis moved that in accordance with Section 10-509 (c) (2) of the State Government Article of the *Annotated Code of Public General Laws of Maryland*, the minutes of tonight's meeting reflect that Council met in executive session on Wednesday, March 26, 2014, at 7:37 p.m. in Room 201 of the Greenbelt Community Center. Council held this closed meeting in accordance with Section 10-508 (a) (9) of the State Government Article of the *Annotated Code of Public General Laws of Maryland* to discuss the Collective Bargaining Negotiations.

Vote to close session:

	Yes	No	Abstain	Absent
Ms. Davis	X			
Mr. Herling				X
Ms. Mach	X			
Ms. Pope	X			
Mr. Putens	X			
Mr. Roberts	X			
Mayor Jordan	X			

The following staff members were in attendance: Michael McLaughlin, City Manager; Mary Johnson, Human Resources Director; Cindy Murray, City Clerk; Chief James Craze, Capt. John Barrett, Capt. Jim Parker and Lt. Marie Triesky, Greenbelt Police Department.

Other individuals in attendance: None

Council took no actions during this session.

- o. \* Regular Meeting, February 10, 2014

Documents: [REGULAR MEETING 2-10-14.PDF](#)

- o. \* - Work Session, March 6, 2014

Documents: [WORK SESSION 3-6-14.PDF](#)

## 10. Administrative Reports

### 11. \*Committee Reports

- o. Advisory Planning Board, Report #2014-1 (East Coast Greenway Signage Proposal)  
It is recommended that Council accept this report (attached below) and consider it on the agenda of a future meeting. (CM)

Documents: [APB 2014-1.PDF](#)

- o. Arts Advisory Board, Report #2014-4 (Use Of Tree Trunk Located By Community Center Trash Enclosure):

It is recommended that Council accept this report and consider it on the agenda of a future meeting. (CM)

Documents: [AAB REPORT.PDF](#)

**12. A Resolution To Negotiate The Purchase Of Replacement Windows At The Springhill Lake Recreation Center...**

...with General Glass Corporation of Beltsville, Maryland at a Cost of Eighteen Thousand Six Hundred Eighty Seven Dollars (\$18,687)

2nd Reading, Adoption

Reference: (Documents attached below) Resolution  
Memorandum, David E. Moran, 2/28/14

The City was awarded \$140,000 in Community Development Block Grant (CDBG) funding in Program Years (PY) 38 and 39R to complete the next phase of renovation work at the Springhill Lake Recreation Center. The two main components of this project are the replacement of the roof (flat & shingled) and windows.

Three quotes were obtained from General Glass, Brylin Glass and Albert Glass, for the window replacement with costs ranging from \$18,687 to \$42,825. General Glass submitted the lowest quote. The proposed Resolution will enable the City to procure the windows from General Glass at a cost of \$18,687.

Ms. Pope introduced this resolution for first reading at the March 10, 2014, meeting. As Council is aware, the Prince George's County Department of Housing and Community Development then informed the City that this funding would be postponed until PY 40 (7/1/14-6/30/15). There is currently legislation pending before the County Council and discussions have occurred that might reinstate the City's CDBG funding. It is recommended the resolution be introduced for second reading and moved for adoption tonight so that the City is in position to proceed immediately if the CDBG funding is restored. (DEM)

Documents: [ITEM 12 MORAN MEMO.PDF](#), [ITEM 12 RESOLUTION.PDF](#)

**13. OTHER BUSINESS**

- o. A Resolution Adopted Pursuant To Sections 12-201 ET SEQ. Of The Economic Development Article Of The Annotated Code Of Maryland...  
...as Amended (The "Tax Increment Financing Act") and Sections 21-407 ET SEQ. of the Local Government Article of the Annotated Code of Maryland, as Amended (The "Special Taxing District Act," and Collectively with the Tax Increment Financing Act, the "Acts") Providing for the Designation of Certain Contiguous Property in the City of Greenbelt, Maryland (The "City") Currently Known as the Greenbelt Station as a Development District (the "Greenbelt Station Development District") for Purposes of the Tax Increment Financing Act, and of a Geographically Coincident Area as a Special Taxing District (the "Greenbelt Station Special Taxing District") for the Purposes of the Greenbelt Station Special Taxing District Act (Collectively, the "Districts"); Creating Certain Special Funds Pursuant to the Acts; Providing for the Deposit and Use of Moneys in Such Special Funds; Pledging that the City Will Allocate and Divide Property Taxes on Real Property Within the Greenbelt Station Development District so that a Certain Portion of the Real Property Tax (the "Tax Increment") will be Allocated and Paid into One of the Special Funds, and Providing for the Levy, Imposition and Collection of Special Taxes of Ad Valorem Taxes on Real Property Within the Greenbelt Station Special Taxing District to

be Deposited to the Other Special Fund in the Event the Tax Increment Revenues are or Will be Insufficient to Pay Debt Service on Any Special Obligation Bonds that May be Issued by the Mayor and City Council of the City under the Acts; Levying, Imposing and Providing for the Collection of the Special Tax Pursuant to the Rate and Method Identified Herein and For

Various Matters Relating Thereto; Generally Providing for the Levy, Imposition, Collection and Application of Such Special Tax in Accordance with the Acts Identified Herein and for Various Matters Relating Thereto; and Providing for, Finding and Determining Matters in Connection Therewith

- 2<sup>nd</sup> Reading, Adoption

Reference: (Documents attached below) Resolution  
Memorandum, C. Craze, 02/25/2014  
Petitioners Requests, 03/19/2014

A Public Hearing on this Resolution was held earlier this evening.

Ms. Davis introduced this Resolution for first reading at the last meeting. It is recommended the resolution be introduced for second reading and moved for adoption tonight. John Stalford of Miles and Stockbridge, the City's Bond Counsel, will be present. (MM)

Documents: [ITEM 13 CRAZE MEMO.PDF](#), [ITEM 13 PETITIONERS REQUEST.PDF](#),  
[ITEM 13 RESOLUTION.PDF](#)

#### **14. Arts Advisory Board, Report #2014-1 ...**

...(Proposal from CHEARS and alight dance theater to Install Artistic Signage at Each of the Three Sisters Gardens on City Lands) and Greenbelt Advisory Committee on Environmental Sustainability, Report #2014-3 (Permanent Art Signage at Three Sisters Demonstration Garden Locations, a Joint Project of CHEARS and alight dance theater)

Reference: (Documents attached below) AAB Report #2014-1  
GreenACES Report #2014-3  
Memorandum, J. McHale, 03/28/2014

The Chesapeake Education, Arts and Research Society (CHEARS) currently maintain "Three Sisters" demonstration gardens at Schrom Hills Park, the Springhill Lake Recreation Center and the Community Center grounds. The gardens will serve as the performance space for three site-specific pieces being created this year by alight dance theater ("alight").

There currently is no identifying signage at the gardens. As part of their collaboration, CHEARS and alight have secured a \$5,000 grant from the Maryland Heritage Area Authority to commission artist-designed signage for these sites. CHEARS plans to augment the grant with funds raised from other sources. The organizations are seeking Council's permission to proceed with this project in coordination with City staff.

The Recreation Department has worked with CHEARS and alight to outline possible steps for project implementation. No direct funding is being requested of the City, only in-kind support of site preparation and installation of the signage. CHEARS is to own and maintain the signage in a condition which is satisfactory to the City. This project has been endorsed by the Greenbelt Advisory Committee on Environmental Sustainability (Report #2014-3) and the Greenbelt Arts Advisory Board (Report 2014-1).

It is recommended Council approve the artist designed signage proposal of CHEARS for the "Three Sisters" demonstration gardens with the understanding that specific designs must be approved by Council, the Maryland Historical Trust and the Prince George's County Historic Preservation Commission. (JM)

Documents: [ITEM 14 AAB 2014-1.PDF](#), [ITEM 14 GREENACES REPORT 2014-3.PDF](#),  
[ITEM 14 MCHALE MEMO.PDF](#)

#### **15. Award Of Purchase – Lawn Mowing And Landscaping Services**

Reference: Memorandum, J. Sterling, 04/02/2014(attached below)

On February 3, 2014, the City issued a Request for Proposals (RFP) for Lawn Mowing and Landscape Services. Six proposals were received ranging from \$44,820 to \$438,716 for lawn mowing and landscape services for various areas of the City. Proposal submissions included an alternate price for the same services for part of Mandan Road and Hanover Parkway and these prices ranged from \$8,433 to \$180,507.

Public Works staff reviewed the three lowest proposals received for the services from Brickman (\$53,262), Blue Lake Landscape (\$73,320) and TruGreen Landcare (\$77,184). Reference checks on these three companies indicated they are dependable contractors capable of doing the work described in the RFP. Brickman and TruGreen have worked for the City in the past. At its last meeting, Council expressed concern over the use of Brickman for lawn care or landscape services.

As indicated in the April 2, 2014, memorandum from Jim Sterling, Assistant Director of Public Works, included in Council's packet, he met with TruGreen and Blue Lake on March 27, 2014, to review the scope of work and the original proposals submitted. Both TruGreen and Blue Lake then submitted new proposals for the lawn mowing and landscape services (\$48,956 and \$56,136 respectively) and the alternate services for part of Mandan Road and Hanover Parkway (\$11,412 and \$16,124 respectively).

After meeting with both companies and reviewing the new proposals submitted, it is recommended that the City contract with TruGreen Land Care for lawn mowing and landscape services. Public Works staff does not recommend the alternative work on Mandan Road and Hanover Parkway be included, but rather the City contract with Greenbriar to have its contractor handle that work so there is a uniform appearance for the property and the right-of-way in this area. (JS)

Documents: [ITEM 15 STERLING MEMO.PDF](#)

#### **16. Award Of Purchase – Economic Consultant**

References: Memorandum, T. Hruby, 2/18/14  
Contract, Sage Policy Group, 3/24/14

In September 2013, City staff issued a Request for Proposals (RFP) for a consultant to help shape and define a role and strategy for the City in economic development. A total of nine firms responded to the RFP, and staff selected five to interview. While all five firms were qualified, three stood out in terms of experience with developing economic development strategies and in terms of analytical, planning and facilitating expertise/resources: Sage Policy Group, Econsult Solutions/The Riddle Company and Hyattsville Community Development Corporation.

On January 6, 2014, the City Council interviewed the three finalists and agreed with staff that

all were highly qualified. At Council's direction, staff reached out to former clients of Sage Policy Group and Econsult Solutions/The Riddle Company to obtain feedback on the performance of the firms and the outcomes of the studies they completed.

Both consultant teams received positive recommendations from all clients contacted. Projects were completed on time and on budget, and resulted in implementable plans that had a balance of short, medium and long term recommendations. While both firms appear highly capable, staff believes the Sage Policy Group is the preferred consultant due to its strong local presence and extensive experience in preparing economic development strategies, including on a local level.

There is \$25,000 budgeted for an economic development study. It is suggested that Council approve contracting with Sage Policy Group in the amount of \$23,265, to draft an economic development strategy for the City. A copy of the contract is enclosed. (TH)

Documents: [ITEM 16 HRUBY MEMO.PDF](#), [ITEM 16 SAGE POLICY GROUP.PDF](#)

**17. Council Reports**

**18. \* Appointments To Advisory Groups**

Reference: Applications

Council interviewed Paula Scott Luddy on March 12, 2014, for appointment to the Senior Citizens Advisory Committee (SCAC) and Amanda Brozana on April 2, 2014, for appointment to the Park and Recreation Advisory Board (PRAB). Both applicants have attended a meeting of each advisory group.

Approval of this item on the consent agenda will indicate Council's intent to appoint Ms. Luddy to SCAC and Ms. Brozana to PRAB. (CM)

**19. \* Reappointment To Advisory Group**

Reference: Reappointment Surveys

The following individuals have indicated their willingness to continue to serve on City Advisory Boards and Committees:

Jon Gardner	Advisory Committee on Education
Donald Martin	Board of Appeals
Sherry Burks	Community Relations Advisory Board
Matt Dirksen	Greenbelt Advisory Committee on Environmental Sustainability

Approval of this item on the consent agenda will indicate Council's intent to appoint them to new terms. (CM)

**20. \* Resignation From Advisory Group**

Reference: Correspondence, I. Gleason, 03/10/2014  
Correspondence, C. Murray, 03/07/2014

Ian Gleason has submitted his resignation from the Youth Advisory Committee (YAC). Dorian Branch has been inactive with the YAC and attempts to contact him by Joe McNeal, Staff YAC Liaison, and the City Clerk have been unsuccessful.

Approval of this item on the consent agenda will indicate Council's intent to accept Mr. Gleason's resignation with regret and to remove Mr. Branch as a member of the YAC. (CM)

## 21. MEETINGS

### o. Meetings

Reference: Chart, Stakeholder/Regular Meetings

#### Master Calendar

Meeting	Day	Date	Time
Budget Work Session – Planning (CC)	Wed.	04/09	8:00 pm
No Meeting (Passover)	Mon.	04/14	
Work Session – Roosevelt Center Merchants (stakeholder) (CC)	Wed.	04/16	8:00 pm
No Meeting (Easter Monday)	Mon.	04/21	
Budget Work Session – Public Works (CC)	Wed.	04/23	8:00 pm
Regular Meeting/1 <sup>st</sup> Public Hearing on Proposed Budget	Mon.	04/28	8:00 pm
Four Cities Meeting (New Carrollton)	Tues.	04/29	7:30 pm
Budget Work Session – Recreation (CC)	Wed.	04/30	7:30 pm
Budget Work Session – Public Safety	Mon.	05/05	8:00 pm
Budget Work Session – Contribution Groups (CC)	Wed.	05/07	7:30 pm
Reception for ACE Student Awards	Mon.	05/12	7:30 pm
Regular Meeting/ACE Student Awards	Mon.	05/12	8:00 pm
Budget Work Session – Green Ridge House (GRH)	Wed.	05/14	7:30 pm
Budget Work Session – Final Budget Review	Mon.	05/19	8:00 pm
Work Session – TBD (CC)	Wed.	05/21	8:00 pm



No Meeting – City Holiday (Memorial Day)	Mon.	05/26	
Regular Meeting/2 <sup>nd</sup> Public Hearing on Proposed Budget	Tues.	05/27	8:00 pm
Work Session – TBD (CC)	Wed.	05/28	8:00 pm

Ready to be scheduled:

Roosevelt Center Owner  
Park & Planning (stakeholder)  
Prince George's County Economic Development Corp.  
Hotels  
Franklin Park  
Update on Greenbelt Station North Core  
Greenbelt Theater Operations  
WSSC/PEPCO (stakeholder)  
Greenway/Beltway Plaza (stakeholder)  
Business Coffee  
Prince George's County School Board  
Transportation Meeting  
FPAB/Ancestral Knowledge  
John Abell Petition  
Roosevelt Center Festivals  
Capital Projects

For later scheduling:

Zoning Enforcement  
Parkway Apartment Owners/GHI (parking)  
Northway Fields Master Plan  
City Manager Updates (Jan, Pre-budget; June, & Sept/Oct)  
Camp Fire USA proposal  
Rental Apartments (stakeholder)  
Cemetery Plans  
Meeting with County on Transportation Plan  
Information Technology Dept.  
Gardens/Forest Preserve Issues

Documents: [MEETINGS.PDF](#)